



Purchasing Office
P.O. Box 40197 • Lafayette, LA 70504-0197
Office: (337) 482-5396
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July 7, 2021

ADDENDUM NO. 1

PROPOSAL FOR PROVIDING GROOMING FOR THE ARTIFICIAL TURF FIELDS (RENEWABLE CONTACT) LOCATED AT THE UNIVERSITY OF LOUISIANA AT LAFAYETTE, LAFAYETTE, LOUISIANA.

Due Tuesday, July 27, 2021 2:00PM Solicitation No. 22005

The following clauses/alterations shall be made part of the original specifications as though issued at the same time and shall be incorporated integrally therewith.

Item No. 1 – PAGE 8, SCOPE OF WORK

Please add the following field to the list of fields to be groomed:

MULTI-USE FIELD (Intramural Park on Coliseum Road) – One (1) visit required per year

Item No. 2 – PAGES 14-16, BID SHEET and CERTIFICATION STATEMENT

The attached bid form has been revised to include the additional field. Please use the revised bid form to submit your bid.

For questions related to bidding these projects, please contact the UL Lafayette Purchasing Department at bids@louisiana.edu or 337.482.2955. Business hours are: Mon-Thu 7:30am – 5:00pm CST (lunch 11:45-12:30); Fri 7:30am -12:30pm.

ACKNOWLEDGEMENT: If you have already submitted your bid, and this Addendum creates a need to revise your bid, you must indicate any change(s) below, identify your business name and sign where shown. Revisions shall be submitted/delivered PRIOR to bid due date and time, either by mail in a sealed envelope or by email. Bid revisions received after bid due date and time cannot be considered, whereupon the bidder must either honor or withdraw its original bid. If you have already submitted your bid and this addendum does not cause you to revise your bid, acknowledge receipt of this addendum by signing below and returning it to the Purchasing Department prior to bid due date.

Marie C. Frank, MPA, CPPB
Assistant Vice President for Administration & Finance
University of Louisiana at Lafayette
Department of Purchasing

Firm Name: _____ **Signature:** _____

BID FORM

I/WE PROPOSE TO PROVIDE PROFESSIONAL GROUNDS MAINTENANCE FOR FIELD GROOMING FOR THE ARTIFICIAL TURF FIELDS, LOCATED ON THE UNIVERSITY OF LOUISIANA AT LAFAYETTE CAMPUS, LAFAYETTE, LOUISIANA, IN STRICT ACCORDANCE WITH THE REQUIREMENTS IN THESE BID SPECIFICATIONS RENEWABLE FOR UP TO FOUR (4) CONSECUTIVE 12-MONTH PERIODS FOR THE FOLLOWING SUM...

FIELD	FREQUENCY	PRICE PER VISIT	ANNUAL TOTAL
SOFTBALL	2x per year		
BASEBALL	2x per year		
FOOTBALL	4x per year		
MULTI-USE INDOOR	4x per year		
MULTI-USE (Intramural)	1x per year		
GRAND ANNUAL TOTAL			

Bidder's comments: _____

BID SUBMISSION DEADLINE:

Bid submissions for this solicitation are due on **Tuesday, July 27, 2021 at 2:00PM CST** – must be received by US Mail or electronically at ULLafayetteBids@louisiana.edu. There are no exceptions to this deadline.

BID OPENING:

The public bid opening will take place on **Wednesday, July 28, 2021 at 10:00AM CST** on Zoom, which is available for viewing by registering at:

<https://ullafayette.zoom.us/meeting/register/tJ0ofu-orTguHdBUxrfuytbCAJyBoV9oEcob>.

ZOOM MEETING ID: 995 9603 3474

PASSWORD: 893 503

Opening of the bid packages begins at five (5) minutes past the hour to allow all who wish to attend to log in properly.

For further information about the bid or to view job/delivery site, prospective bidder is to email the Buyer of record, roxanne.formeller@louisiana.edu.

VENDOR QUALIFICATION CHECKLIST

A. To include *with bid*:

_____ Bidders shall have been in the synthetic turf maintenance business for a minimum of three years and provide proof with their bids.

_____ Certification statement w/original signature

_____ Bid submitted on the bid sheet/form provided

B. Required *after* bid opening:

_____ Attestations Affidavit within ten (10) business days after request. An attestations affidavit form can be provided if needed.

_____ Certificate of Insurance within ten (10) business days after request.

_____ Upon request, bidder will have three (3) business days to provide a list of references to show prior performance at the high school, college, and professional level with references at all three levels. The University reserves the right to contact the references provided.

NET 30 payment terms.

Grand total listed is to be inclusive of all fees necessary to complete assigned deliverables. Extensive repairs shall be quoted separately and must be agreed upon by both parties and added to the PO as a change order. Prices shall be firm until work is complete and accepted by the University.

PAYMENT OF TAXES

The University of Louisiana at Lafayette is exempt from all Louisiana state and local sales and use taxes and will not pay taxes delineated on invoices for this or any other project.

ADDENDA ACKNOWLEDGEMENT(S)

BIDDER ACKNOWLEDGES RECEIPT OF THE FOLLOWING ADDENDA (if applicable):

ADDENDUM NO. _____ DATED: _____

ADDENDUM NO. _____ DATED: _____

ADDENDUM NO. _____ DATED: _____

FIRM NAME _____

SIGNED BY (signature) _____

SIGNED BY (printed) _____

CERTIFICATION STATEMENT

The undersigned hereby acknowledges she/he has read and understands all requirements and specifications of the Invitation to Bid (ITB), including any attachments.

OFFICIAL CONTACT. The University requests that the Bidder designate one person to receive all documents and the method in which the documents are best delivered. Identify the Contact name and fill in the information below: (Print Clearly)

Date _____ Official Contact Name: _____

A. E-mail Address: _____

B. Telephone Number with area code: () _____

C. Facsimile Number with area code: () _____

Bidder certifies that the above information is true and grants permission to the University to contact the above named person or otherwise verify the information provided. By its submission of this Proposal and authorized signature below, Bidder certifies that:

1. The information contained in its response to this ITB is accurate;
2. Bidder complies with each of the mandatory requirements listed in the ITB and will meet or exceed the requirements specified therein;
3. Bidder agrees to provide all tasks, services, and deliverables listed in Scope of Services for the total cost stated on Bid Form;
4. Bidder accepts the procedures, evaluation criteria, mandatory contract terms, and all other administrative requirements set forth in this ITB.
5. Bidder confirms that its bid will be considered valid until award is made.
6. In making this bid, each Bidder represents that: They have read and understand the bid documents and the bid is made in accordance herewith, and the bid is based upon the specifications described in the bid documents without exception.
7. Bidder certifies, by signing and submitting a proposal for \$25,000 or more, that their company, any subcontractors, or principals are not suspended or debarred by the General Services Administration (GSA) in accordance with the requirements in OMB Circular A-133. (A list of parties who have been suspended or debarred can be viewed via the internet at www.epls.gov.)

Professional Title: _____

Official Company Name: _____

Federal Identification Number: _____

Street Address: _____

City: _____ State: _____ Zip: _____

SIGNATURE of Bidder's Authorized Representative: _____

(Signature MUST be HAND SIGNED and should be in Blue ink)

Date: _____